LANDSCAPE ARCHITECTS SECTION MEETING

MINUTES

The Landscape Architects Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on November 10, 2003, at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia, with the following members present:

Vaughn B. Rinner
William H. Spell

Staff present for all or part of the meeting were:

Mark N. Courtney, Executive Director
Marian H. Brooks, Program Administrator
Trisha L. Henshaw, Administrative Assistant

No representative was present from the Office of the Attorney General.

Ms. Rinner, Acting-Chair, called the meeting to order at 9:06 a.m.   **Call to Order**

Mr. Spell moved to approve the agenda as written. Ms. Rinner seconded   **Approval of**
the motion which was unanimously approved by members Rinner and Spell.   **Agenda**

Mr. Spell moved to nominate Ms. Rinner as Chair of the Section for the   **Election of**
term ending June 30, 2004. Ms. Rinner seconded the motion which was   **Section Chair**
unanimously approved by members Rinner and Spell. By acclamation, Ms.
Rinner was elected Chair of the Section for the term ending June 30, 2004.

Public Comment Period – No comments were made to the Section   **Public Comment**
members.

Mr. Courtney explained the regulatory review process to the Section   **Review of Draft**
members. Mr. Courtney indicated that the draft proposed regulations   **Proposed**
would be considered for adoption as proposed at the December 11, 2003,   **Regulations**
Board meeting and, if the draft proposed regulations are not adopted as
proposed at the December Board meeting, the regulatory review process
would need to start over from the beginning.

Mr. Courtney reviewed some of the major changes in the draft of the
proposed regulations for the benefit of Ms. Rinner and Mr. Spell, who

were not on the Board during the previous reviews of the draft document. Several changes were recommended that will be presented to the Board for consideration.

The Board members were provided with an enrollment form to allow travel reimbursements to be directly deposited into the Board member's bank account. Mr. Courtney explained that the Department is greatly encouraging participation in this program as direct deposit is less expensive than issuing a check, and the recipient receives their reimbursement much faster through direct deposit. The Board members stated that they would return the completed enrollment forms to Mr. Courtney.

Electronic Deposit of Travel Expenditure Reimbursements

Ms. Rinner provided a report from the Council of Landscape Architectural Registration Boards (CLARB) Annual Meeting held in Salt Lake City Utah from September 11 to 13, 2003. Ms. Rinner provided an outline that summarized the major points of discussion at the meeting. Major topics of discussion included continuing education, computerized administration of the Landscape Architectural Registration Examination (LARE), and CLARB records.

Report from CLARB Annual Meeting

As part if this discussion, the Section members were provided with information prepared by Mr. Courtney regarding continuing education requirements. Mr. Courtney stated that after extensively researching this issue, he found that there is no evidence that mandatory continuing education is effective.

Mr. Courtney also discussed the history of the APELSCIDLA Board newsletter, as well as the vendors who handle examination administration for the Department.

The Section members were provided with a handout that provided information regarding board members' roles, conflict of interests, and board responsibilities.
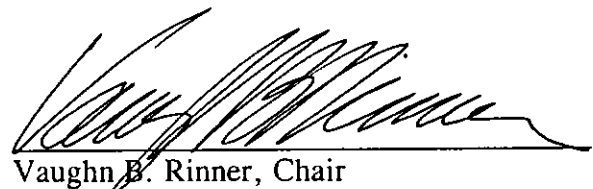
Other Business

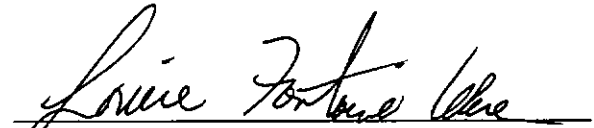Conflict of Interest forms were completed by all members present.

Conflict of Interest Forms

There being no further business, the meeting was adjourned at 12:01 p.m.

Adjourn

Vaughn B. Rinner, Chair

Louise Fontaine Ware, Secretary

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Custodian of Records